

QuikTrac

Before Calling, You will need:

1. Your Permit, Case or Application Number
2. Inspection codes, if scheduling an inspection (see list of codes on reverse side)

To Begin: DIAL 915-313-6100

Choose from the following options:

- Press 1 for English
- Press 2 for Spanish

THEN Select

- Press 1 to schedule an inspection
- Press 2 to cancel an inspection
- Press 3 to hear inspection results
- Press 0 to speak to Staff
- Press * for General Information
- Press # to return to the previous menu

To Schedule an Inspection Example PLM05-12345

A.) Enter the THREE letters of the Permit number
PLM = 756 (See List)

B.) Enter the SEVEN Numbers of the Permit, then Press #
Example: 0512345 #

C.) QuikTrac will repeat the number and the address

D.) Enter Inspection code (See List or Press *)

E.) Select Inspection Date

1. Next Working Day From Call Date
2. Two Working Days From Call Date
3. Three Working Days From Call Date
4. Four Working Days From Call Date
5. Five Working Days From Call Date

F.) Enter Your Phone Number where you can be reached followed by the # key

G.) Press 2 to continue

Press # to re-enter the Inspection Date

H.) QuikTrac states Inspection Date and

Press 1 Receive Confirmation Number and Hang Up

Press 2 To schedule another inspection on Same Permit

Press 3 To schedule an inspection on Different Permit

Press 4 To Return to the main Menu

Press 5 to Request for Automatic Notification

To Cancel an Inspection Example PLM05-12345

A.) Enter the three letters of the Permit number
PLM = 756

B.) Enter the Seven Numbers of the Permit, Press #
0512345 #

C.) QuikTrac will repeat the permit number and address

D.) Enter Inspection Code Number

E.) Select

- Press 1 to cancel Scheduled Inspection
- Press 2 to Reschedule an Inspection
- Press 3 to not alter the Schedule Date
- Press 5 To Receive a Fax of information
- Press # to return to previous menu
- Press 9 to repeat

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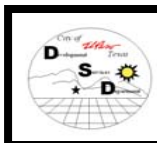
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To Assist in your Land and
Building Development Needs
from Conception to Completion

Plumbing

Permits starting with PLM

QuikTrac

24-Hour Scheduling
By Telephone

FOR

PERMIT INSPECTIONS

24 Hours a Day
Seven Days a week

915-313-6100

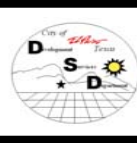
Schedule Inspections
Cancel and Reschedule Inspections
Check Inspection Results

Plumbing Inspections PLM

305 Plumbing Underground Inspection
320 Plumbing Rough-in Inspection
321 Plumbing Partial Inspection
330 Plumbing Top out
340 Plumbing Sewer
345 Sewer Tap to Curb
400 Plumbing Gas Inspection
410 CHP

620 Plumbing Final Inspection

640 Landscape Ordinance Irrigation Final



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